

ASSET & SUSTAINABILITY COMMITTEE TERMS OF REFERENCE



1. ESTABLISHMENT

- 1.1 Pursuant to section 41 of the *Local Government Act 1999* (the Act) Council has established an Asset and Sustainability Committee.

2. OBJECTIVES

- 2.1 The Committee is established for the purposes of:
- Advising Council on the development, management and monitoring of Council's strategic management of council assets and Asset Management Plans.
 - Aligning Council's provision and management of assets and infrastructure to its long-term strategic objectives.
 - Establishing and monitoring community levels of service to justify assets and infrastructure.
 - Monitoring the implementation of environmental sustainability initiatives and strategies, to be a sustainable organisation and support the community to reduce its impact on the environment.
- 2.2 Developing, reviewing and recommending to Council any policy relating to areas identified in 2.1.

3. MEMBERSHIP

- 3.1 The membership of the Committee will comprise of:
- The Mayor
 - 4 - 6 Elected Members
- 3.2 The Membership, term of appointment and the presiding member will be determined by resolution of the Council.

Elected Member Representatives

- 3.3 An Elected Member will be the presiding member of the Committee.
- 3.4 The Elected Member Representatives will change during the term of Council however Council may resolve to re-appoint an Elected Member representative for consecutive terms if this provides continuity for the Committee.

4. BASIS FOR OPERATION

- 4.1 The Committee does not have any delegated powers of Council, and all decisions of the Committee will constitute recommendations to Council.
- 4.2 For the purposes of section 41(8) of Act, the Council does not impose any reporting and accountability requirements on the basis that all decisions of the Committee constitute recommendations to Council.

Adopted by Council:
Next Review:
Previous Version:
Executive Sponsor:
Owner:
Applicable Legislation:

October 2020
November 2022
N/A
General Manager, City Development
Manager, Manager Corporate Governance
Local Government Act 1999
Local Government (Procedures at Meetings) Regulations 2013

- 4.3 The Committee will meet as resolved by Council between February and December each year.
- 4.4 A quorum for a meeting of the Committee shall be half the total membership plus one, ignoring any fractions.
- 4.5 Each member present at a Committee meeting must, subject to the provision of the Act, vote on a question arising for decision at that meeting.
- 4.6 Where the Act, the Local Government (Procedures at meetings) Regulations 2000 and these Terms of Reference do not prescribe procedures to be observed in relation to the conduct of a meeting of the Committee, the Committee may determine its own procedures.
- 4.7 Administrative support will be provided to the Committee as requested.
- 4.8 The Committee will review its performance on a bi-annual (every two years) basis using performance indicators developed for that purpose.

5. FUNCTIONS

- 5.1 Within the parameters of the Act, and having regard to the powers, functions and responsibilities of the Chief Executive Officer, the Committee is charged with providing advice and recommendations to Council regarding:
 - 5.1.1 Monitoring, development and implementation of Council's Strategic Asset Management Plans in accordance with Council's Asset Management Policy, including reporting on the performance of the Plans.
 - 5.1.2 Use of Council facilities and making recommendations regarding the implementation of strategies for improvement.
 - 5.1.3 The development and monitoring of environmental sustainability and energy efficient strategies/plans.
 - 5.1.4 Opportunities to either acquire new assets or dispose of assets in accordance with Council's Disposal of Land and Assets Policy.
 - 5.1.5 Opportunities to further develop strategic transport and integration of transport needs of the Community.
 - 5.1.6 The development, review and implementation of Council's policies relating to this Committee's Terms of Reference.
 - 5.1.7 Reviewing strategies or plans (not included within any other Committees' Terms of Reference) prior to Council consideration and adoption.